## UPPER CLATFORD PARISH COUNCIL MINUTES FROM THE MEETING HELD ON WEDNESDAY 13<sup>th</sup> JANUARY 2016 7.30PM AT KING EDWARD VII MEMORIAL HALL, UPPER CLATFORD

Present: Parish Councillors Mrs S Kennedy (Chairman), S Butler (Vice Chairman),

Mrs C Williams, A Newell. Borough Councillor M Flood.

Minutes – C Emmett, Parish Clerk

Apologies: Borough Cllr Stallard

Item	Record of Business	Action
1	Apologies of Absence As above	
2	To receive and accept declarations of Interest Nil for this agenda.	
3	To approve the minutes from the meeting held on 9 <sup>th</sup> December 2015  a. All Councillors agreed that the minutes from the meeting held on 9  December, with the exception of the year in red in the header. This was manually changed and the Minutes were accepted as a correct record of proceedings. Cllr Mrs Kennedy signed and dated the minutes to confirm this resolution.	
4	Public Participation PCSO Alex Carter, the new beat officer and area Mental Illness Liaison Officer attended.	
5	To receive the Clerk's progress report since the meeting held on 9 <sup>th</sup> December 2015.	
	Nov 15 Item 15b. Land Registration documents and original Conveyance for sports field and Minutes from March 1993 – December 1995 were lodged in Hampshire Archive on 5 January 16. File T11 was returned.  Item 3b. Pecuniary Interest Forms have been submitted for publication on the website.	
	Item 10a. Invoice Cricket Club £400 and Football Club £200 for 2016 season in Apr and Sep respectively. <b>Pending</b> Item 10b. Invoice Football Club for £100 contribution to ditch clearing.	Clerk Clerk
	Invoice issued 13 January 2016. Payment awaited Cricket Club have been invoiced for 2015 season. Payment awaited  Item 10c. Bench for BBPF. Received from Marmax. B Pearce will cement it in during January and remove the old blue bench in line with his quote.	
6	Planning – Planning sub-committee to report on the following applications: (All comments submitted to TVBC can be viewed on the TVBC Planning Portal). Responses to the following have been submitted by their closure dates:	
	<ul> <li>a. 15/02922/FULLN Dorset House, The Green. Demolition of greenhouse and conversion of existing garage and single storey rear extension. No Objection</li> <li>b. 15/02948/FULLN Horse Meadow, Red Rice. Demolition and replacement of existing dwelling. No Objection plus comment requesting that construction traffic does not use Red Rice Road into Upper Clatford.</li> <li>c. 15/02807/TREEN Fell 1 x Gum Tree. The Old School, Village Street. No</li> </ul>	
	Objection d. 15/02606/TREEN Pollard 1 x Poplar. All Saints Church, Norman Court Lane. No Objection e. 15/02975/FULLN 3 Manor Rise, Anna Valley. Single storey extension. No Objection	

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f. 15/03043/CLEN Cob Barn Cottage. Lawful development certificate. No Objection. g. 15/03126/TREEN Fell 1 x Willow. Balkesbury Bridge Playing Fields. No Objection. Borough Councillor's Report Cllr Flood made the following points: a. **Road sweeping**. Prior notice of planned road sweepings, to allow parishioners to move cars, had been discussed with the manager in TVBC. Unfortunately, for several reasons, this has been found not to work. Cllr Flood corrected the figure for road sweeping vehicles held by TVBC. It is 6 not 1 as previously indicated. b. Sparkle Day Publicity. TVBC have published a small piece about the success of Sparkle Day on their website. c. Revised Local Plan and Community Infrastructure Levy (CiL). The Inspectors have found the TVBC Revised Local Plan sound with minor revisions. These had already been agreed by TVBC in April 2015. Details are now available on the TVBC website. The plan and proposal for CiL was being briefed to TVBC Cabinet on 13 January 2016 and should go to full Council for approval later this month. d. Parking Ticket Machines. Two machines that will accept card payments are being installed in the Chantry Centre car park. e. Railway Car Park Closure. The station carpark will be closed from Wednesday 20 January 2016. Regular users should be aware that season tickets for the alternatives at Shepherds Spring Road (£192 for 20 weeks) and Chantry Centre (£246 for 26 weeks) are available from TVBC. f. A question was asked about an ongoing roads consultation. Cllr Flood said it covered other areas of TVBC but did not cover the Parish (see link http://www.testvalley.gov.uk/resident/transportparkingandstreets/consultationsprojects/anna-harroway-millway-parking-proposals-consultati/). The Chairman thanked Cllr Flood who then left the meeting. **County Councillors Report.** 8 No report this month. 9 Finance: a. To receive and approve the financial statement for the period 1st – 31st **December 2015**. The financial statement for the period was considered by members and agreed as a correct record. The Chairman signed and dated the statement to confirm acceptance. b. To approve payments to be made. The following cheques were presented for approval: Chq No. Amount Pavee 1784 £182.00 Local Councils Advisory Service C Emmett - (Clerk Salary) 1785 £336.00 1786 £84.00 HM Revenue & Customs 120PL00288568 - (PAYE) 1787 £68.55 C Emmett - (Clerk Expenses) 1788 £496.80 Marmax Products Ltd 1789 £32.35 SSE - Pavilion Utility Arboriculture Specialist 1790 £900.00 c Audits. The Clerk informed the Council that it now has until 31st March 2016 to decide if it wishes to arrange its own audit and opt out of those being arranged by the Smaller Authorities' Audit Appointments Limited which has

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	indicated that fees will be no more than FY 2014/15 (£200). The Internal Auditor	
	has recommended not opting out.	
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10	Playing Fields a. To report the weekly Monitoring of Play Parks and Equipment. Nothing reported this month. Cllr Butler agreed to continue with this remit. b. Replacement bench BBPF. The bench should be installed this month. c. Sports Field. SWMS visited on 12 January to make regular checks as part of the Legionella risk management. No risk issues but two of the shower TMVs are running cool. The December 2015 Revised Risk Assessment was read and considered suitable. The Clerk was requested to call the ditch contractor to see if he was prepared to revisit and clear the section currently covered by the ranch fence if we get it removed.	SB
11	Trees and Open Spaces a. To report on trees and open spaces requiring attention. The tree surgeon will examine trees on The Green, White Oak Way and others to assess their integrity on Monday 18 January with Cllr Williams. b. Trees in Foundry Road. The tree surgeon has visited and now applied appropriate chemicals to the 'felled' tree in Foundry Road to prevent regrowth and induce rot in the stump.	cw
12	a. Clirs to report any highway issues. Clir Butler reported that a tree had fallen by Watery Lane but that HCC highways were dealing with it. There was concern about potholes in Balkesbury Hill Road. Clerk to report on HCC website.  b. Street lighting issues. Clir Newell reported that he had check most and there were no issues.  c. Road Safety. The hazardous bend on Red Rice Road, at the Clatford Manor, and speeding through the village was discussed to bring it to the attention of the new PCSO. The Clerk stated that he had reported the worn 'SLOW' sign and road crossing hazard at Clatford Manor on the HCC Highways website.  d. Bench at Watery Lane. TVBC Local Councillors grant application has kindly been agreed and £280 received. Proposal: Clir Kennedy proposed the purchase and installation of a bench (the same as for BBPF) to replace that destroyed in the summer. Bench cost £496.80. Seconded by Clir Williams. Agreed by all.  e. Footpaths Grant. HCC have advised Parishes of cutbacks in this area but had asked them to identify the Top 6 footpaths for attention. It was agreed that the Clerk would submit the list covering 1 – 6 and seek grants, if appropriate, to maintain others.	Clerk
13	Website. Nothing to report.	
14	<b>Village Hall</b> . Cllr Kennedy reported that it was planned to replace the side door on the hall and agreed to raise a recommendation about hogging for the carpark.	SK
15	Correspondence / e mail. The Clerk highlighted the following correspondence/e mail received: a. CiL Survey from NALC. This is not yet applicable as TVBC has yet to implement it. b. An email expression of Interest in joining the Council (see item 17)	

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	c. Street Lighting costs overview. Copied to Cllr Newell. d. Sector Led Audit Body. Various letters (see item 9) e. HIOW Newsletter No 11 f. Hants Archive catalogue listing. Clerk was asked to review holdings with Stockbridge solicitor with a view to holding elsewhere. g. Local Councils Advisory Service advice on UCPC quorum with the suggestion that a General Purposes Sub-Committee be set-up. h. Parishioners letter dated 9 <sup>th</sup> January 2016 regarding trees in Foundry Road was circulated to Cllrs. The Clerk was asked to respond indicating that action already taken may have resolved the issue and it would be considered further in 6 months.	Clerk
16	Hampshire Libraries Consultation. Hampshire County Council is seeking residents' views on how Hampshire's Library Service can be transformed and modernised to meet the changing needs of people in the 21 <sup>st</sup> century. This public consultation invites feedback on proposals set out in the draft Library Strategy 3 MB, which looks to develop a sustainable and vibrant Library Service for people who live, work and study in Hampshire. See http://www3.hants.gov.uk/library-strategy	
17	Councillor Vacancies. Expressions of interest have been received from 3 individuals: They are to be asked to submit a letter of application/CV to the Parish Council for consideration. In the interim it was felt prudent to take steps recommended by LCAS to form a General Purpose Sub-committee be taken. Proposed by Cllr Kennedy, Seconded by Cllr Butler. All agreed	Clerk Clerk
18	<b>Emergency Planning.</b> In the light or current flooding and potential for power cuts, the possibility of some Parish Emergency Plan was discussed. It was agreed at this stage to ask our Borough and County Councillors what plans existed at their level to help identify areas where Parish level planning might be needed.	Cllr AG Cllr MF Cllr GS
19	Confidential Item The public and the press were temporarily excluded and they are instructed to withdraw, using the authority of the Public Bodies (Admission to Meetings) Act 1960.	
20	Councillors to request any items to be included within the agenda for the Meeting to be held Wednesday 10th February 2016.  No changes or additional items were requested at this time.	

The meeting was closed at .....21:40.....pm